

DEPARTMENT OF EDUCATION
SUPERINTENDENT OF PUBLIC INSTRUCTION
CERTIFICATION AND LICENSURE OF SCHOOL COUNSELORS

Filed with the Secretary of State on

These rules take effect immediately upon filing with the Secretary of State unless adopted under section 33, 34, or 45a(6) of 1969 PA 306. Rules adopted under these sections become effective 7 days after filing with the Secretary of State.

(By authority conferred on the superintendent of public instruction by section 15 of 1964 PA 287, MCL 388.1015, section 1233 of 1976 PA 451, MCL 380.1233, and Executive Reorganization Order Nos. 1996-6 and 1996-7, MCL 388.993 and MCL 388.994)

R 390.1301, R 390.1302, R 390.1303, R 390.1304 and R 390.1305 of the Michigan Administrative Code are amended; and R 390.1303a, R 390.1306, R 390.1307 and R 390.1308 are added to the Code as follows:

R 390.1301 Definitions.

Rule 1. As used in these rules:

(a) ~~“Valid Michigan teaching certificate” means a provisional, continuing, permanent or life teaching certificate issued by the state board of education enabling the holder to teach at the elementary or secondary school level during the school year in which he wishes to serve as a counselor.~~ **“Approved school counseling program” means a state board approved program in a college or university that has regional accreditation and that prepares school counselors in accordance with these rules.**

(b) ~~“Counselor” means an individual who has successfully completed an approved counselor education program and performs a counseling role~~ **“Continuing education unit” means credit received for successfully completing a state board approved professional development program.**

(c) ~~“Counseling role” or “guidance” means specialized activities performed by an individual when assisting students to identify, plan and attain those goals consistent with their aptitudes, needs, abilities and interests; when coordinating and integrating services directly related to students, mental, physical, social and emotional well being; and when consulting with parents, teachers and other specialists regarding pupil growth, learning and development.~~ **“Counselor” means an individual who has successfully completed an approved counselor education program and performs a counseling role.**

(d) ~~“Sponsoring institution” means a higher education institution approved for teacher education by the state board of education and which is willing to make recommendations as to applicants for the several certificates provided for in the teacher certification code, being R 390.1101 to R 390.1199 of the Michigan Administrative Code.~~ **“Counselor educator” means an individual who is employed as a faculty member to teach in an approved school counseling program.**

(e) ~~“Elementary level” means grades kindergarten through 9.~~ **“Department” means the Michigan department of education.**

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(f) ~~“Secondary level” means grades 7 through 12. “Elementary level” means grades kindergarten to 8.~~

(g) **“School counselor endorsement” means at least one of the following:**

(i) **Specific major or minor or both in school counseling**

(ii) **Extension of the grade level validity of an existing certificate.**

(iii) **Completion of an endorsement preparation program with a specialization area in school counseling.**

(h) **“Secondary level” means grades 6 to 12.**

(i) **“Sponsoring institution” means a higher education institution approved for teacher or counselor education by the state board and which is willing to make recommendations as to applicants for the several certificates pursuant to R 390.1101 to R 390.1216.**

(j) **“State board” means the state board of education.**

(k) **“Valid Michigan teaching certificate” means a provisional, professional, continuing, permanent or life teaching certificate issued by the state board enabling the holder to teach at the elementary or secondary school level during the school year in which a person wishes to serve as a counselor.**

~~R 390.1302 Persons required to hold School counselor; endorsements credential; role.~~

Rule 2. (1) A person who is employed in the role of a public elementary or secondary school in a counseling or role shall hold by a valid Michigan teaching certificate local or intermediate school district or nonpublic school shall meet all requirements in these rules with regard to obtaining a school counseling or endorsement, a preliminary employment authorization to work as a school counselor, a temporary school counselor authorization, or a school counselor license.

(2) The sponsoring institution shall make recommendation concerning counselor endorsement, preliminary employment authorization to work as a school counselor, or school counselor license at the appropriate level or levels, elementary and secondary, for which the person qualifies.

(3) “Role of a school counselor” means the following roles in which school counselors serve and which require a school counseling credential:

(a) Provide individual and group counseling services to assist pupils.

(b) Collaborate with staff in planning educational interventions, curriculum, behavioral management plans, and teaching strategies.

(c) Consult and collaborate with pupils, families, school personnel, and appropriate professionals and agency personnel regarding behavioral and educational concerns.

(d) Provide guidance to pupils utilizing technology, career development theory, educational information, and occupational information.

(e) Assess pupils by using testing, statistics and research methodology, follow-up evaluations, and measurement methods.

(f) Assess school counseling programs using testing, statistics and research methodology, follow-up evaluations, and measurement methods.

(g) Design, implement, and evaluate a guidance and counseling program focusing on the career, academic, personal, social, emotional and developmental needs of all pupils using, but not limited to, the following functions:

(i) Advising.

- (ii) Placement.
- (iii) Planning.
- (iv) Assessment.
- (v) Counseling.
- (vi) Coordinating.
- (vii) Instructing.
- (viii) Referring.
- (ix) Programming.

R 390.1303 Qualifications for School counselors endorsement; in-state applicant.

Rule 3. ~~(1) An applicant for endorsement shall possess a current valid Michigan teaching certificate. The sponsoring institution shall make recommendation concerning counselor endorsement at the appropriate level or levels, elementary and secondary, for which he qualifies.~~ **An in-state applicant for a school counselor endorsement shall meet all of the following requirements:**

(a) Hold a valid Michigan teaching certificate.

~~(2) (b) An applicant shall have successfully completed an approved counselor education program of not less than 18 semester hours of credit. The program shall be approved by the state board of education and shall include the following skills and content areas or their equivalent~~ **Completion of coursework pursuant to section 1233(2)(b) of 1976 PA 451, MCL 380.1233(2)(b).**

~~—(a) Guidance services—philosophy, principles and practices.~~

~~—(b) Individual and group analysis—nature and range of human characteristics, and appraisal methods.~~

~~—(c) Guidance information—vocational development theory, educational and occupational information.~~

~~—(d) Counseling theory and practice—individual and group procedures, administration and coordination relationships, professional relationships and ethics.~~

~~—(e) Supervised experiences—laboratory, practicum or internship.~~

~~—(f) Evaluation—statistics and research methodology, follow up evaluation and measurement methods.~~

(c) Successful completion of the department's school counselor examination.

(d) Recommendation by an approved school counselor education program to provide services as a school counselor. Both of the following apply:

(i) The recommendation for the issuance of a school counselor endorsement shall be made in a manner designated by the department.

(ii) The recommendation shall be made when an applicant has completed the requirements pursuant to this rule.

(e) Completion of not less than 30 graduate level semester hours in school counseling which includes an internship.

(f) Completion of not less than a 600 clock hour internship with school-aged pupils under the supervision of a credentialed school counselor or a school counselor educator in an approved school counseling program. At least 300 of the 600 clock hours shall be in a school setting.

R 390.1303a School counselor endorsement; out-of-state applicant.

Rule 3a. (1) An out-of-state applicant for a school counselor endorsement shall meet all of the following requirements:

(a) Hold a valid out-of-state teaching certificate with a school counselor endorsement.

(b) Successful completion of coursework pursuant to section 1233(2)(b) of 1976 PA 451, MCL 380.1233(2)(b).

(c) Completion of the department's guidance counselor examination. An out-of-state applicant that meets the conditions pursuant to section 1531(5) of 1976 PA 451, MCL 380.1531(5), may waive the guidance counselor examination requirement.

(d) Completion of not less than 30 graduate level semester hours in school counseling which includes an internship.

(e) Completion of not less than a 600 clock hour internship with school-aged pupils under the supervision of a credentialed school counselor or a school counselor educator in an approved school counseling program. At least 300 of the 600 clock hours shall be in a school setting.

(2) An out-of-state applicant shall apply directly to the department of education.

~~R 390.1304 Experimental counselor education programs.~~ **Preliminary employment authorization to work as a school counselor.**

~~Rule 4. The state board of education, at the request of an approved teacher education institution, may waive for a specific time any requirement set forth in R 390.1303 for experimental counselor education programs. A request for a waiver shall provide sufficient detail to allow the board to approve such provisions in order that substantial experimentation with patterns of counselor education may be encouraged. Upon adequate evidence, the board may give continuing status to an experimental counselor education program of demonstrated superiority.~~ **(1) An applicant for a school counselor endorsement or school counselor license may be recommended for the preliminary employment authorization to work as a school counselor upon completion of requirements pursuant to R 390.1303.**

(2) A person shall complete both of the following:

(a) Outstanding coursework required for the completion of a school counselor program.

(b) A minimum of 30 semester hours in school counseling.

(3) A preliminary employment authorization to work as a school counselor shall be valid for 3 years from the date of issuance and is nonrenewable.

(4) A sponsoring institution shall make recommendation for preliminary employment authorization in a manner designated by the department. The recommendation shall identify appropriate grade level or levels, elementary, secondary or kindergarten to grade 12, for which the applicant qualifies.

~~R 390.1305 Applications and credits.~~ **School counselor license; in-state applicants.**

~~Rule 5. (1) An application for school counselor endorsement shall be directed to the state board of education on a form supplied or approved by the board. An application may be submitted after January 1, 1971. An in-state applicant for a school counselor license shall meet all of the following requirements:~~

(a) Completion of coursework pursuant to section 1233(2)(b) of 1976 PA 451, MCL 380.1233(2)(b).

(b) Successful completion of the department's school counselor examination.

(c) Recommendation by an approved school counselor education program to provide services as a school counselor.

The recommendation for the issuance of a school counselor license shall be made in a manner designated by the department.

(d) Completion of not less than 30 graduate level semester hours in school counseling which shall include an internship.

(e) Completion of not less than a 600 clock hour internship with school-aged pupils under the supervision of a person who is a counselor educator in an approved school counseling program. At least 300 of the 600 clock hours shall be in a school setting.

(2) A school counselor license shall be valid for up to 5 years.

(3) The renewal of a school counselor license requires the completion of 6 semester hours of credit in an approved program or the 18 approved state board continuing education units, or a combination of both. Credit shall be toward an individual's professional development as a school counselor. The following apply:

(a) Renewal credit shall be completed after the date of issuance of a school counselor license and within the 5-calendar-year period before applying for renewal.

(b) Correspondence credit shall not meet the requirements of a school counselor credential or its renewal. Online and distance learning coursework shall meet the requirements of a school counselor license or its renewal if attending a sponsoring institution with an approved school counseling program.

~~—(2) Credits toward school counselor endorsement shall be completed through an approved sponsoring institution or accepted in transfer by such an institution. The board reserves the right to determine the acceptability of credits presented for endorsement from approved counselor education institutions located in other states.~~

~~(3) A person with a valid Michigan teaching certificate, employed as a school counselor for a period of not less than 1 year prior to July 1, 1971, may apply for school counselor endorsement, provided that he shall have earned a minimum of 12 semester hours of graduate credit in the field of guidance and counseling or its equivalent as determined by the board. Applications for endorsement for the school year 1971-1972 shall be filed with the board before July 15, 1971. For good cause shown, the board may receive applications for endorsement after July 15, 1971. Applications for endorsement based on work experience and a minimum of 12 semester hours of graduate credit in the field of guidance and counseling or its equivalency shall be filed prior to July 1, 1973.~~

R 390.1306 School counselor license; out-of-state applicant.

Rule 6. (1) An out-of-state applicant for a school counselor license shall meet the following requirements:

(a) Has applied directly to the department.

(b) Has successfully completed the department's school counselor examination.

(2) The individual meets at least 1 of the following:

(a) Holds a master's degree or higher in a school counselor education program at an approved out-of-state institution that includes skills and content areas pursuant to section 380.1233(2)(b) of 1976 PA 451, MCL 380.1233(2)(b).

(b) Has completed at least 5 years of successful experience serving in a school counseling role in another state within the immediate preceding 7-year period and holds

a bachelor of science or a bachelor of arts degree at an approved counselor education program.

(3) The individual shall provide written documentation of the credential and approval document required by another state to serve in the school counseling role.

(4) The state board may accept a comparable school counselor license from another state as a basis for the issuance of the Michigan school counselor license.

(5) The state board may accept credits presented for licensing from out-of-state accredited institutions. Official transcripts shall be submitted directly to the department with a school counselor license application and other supporting documentation.

R 390.1307 Temporary school counselor authorization; out-of-state applicant.

Rule 7. An out-of-state applicant for a school counselor license who satisfies all other requirements, but has yet to take and pass the required examination, may be issued a 1-year nonrenewable temporary school counselor authorization, which expires 1 year from the date of issuance. The authorization allows the individual to be employed as a school counselor.

R 390.1308 Certificate, license and authorization restrictions and expiration.

Rule 8. (1) A certificate, license, permit, and an authorization have certain restrictions as to the nature of teaching or serving as a school counselor for which the holder may be employed. The applicant and employer shall be thoroughly familiar with the specific provisions regarding the validity of the several certificates.

(2) All certificates or licenses expire on June 30 of the expiration year indicated on the certificate or license with the exception of, the temporary teacher employment authorization, the two-year extended provisional renewal, permits, the preliminary employment authorization to work as a school counselor, and the temporary school counselor authorization, or unless otherwise noted on the certificate, license, permit or authorization.